



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

**WASHINGTON BOARD OF REGISTRATION FOR
LANDSCAPE ARCHITECTS**

**MEETING MINUTES
REGULAR BOARD MEETING**

DATE: April 19, 2007

TIME: 9:30 a.m.

LOCATION: University of Washington
Gould Hall Room 102
Seattle Washington

MEMBERS

PRESENT: Tom Sherry, Chair
James Yap, Vice Chair
Clyde Haase, Secretary
Fred Glick, Member

STAFF

PRESENT: Joe Vincent Jr., Administrator
Lorin Doyle, Program Manager
Elizabeth Stancil, Secretary Administrative
Martha Lantz, Assistant Attorney General

OPEN SESSION.....9:30 AM

1. Call to Order

1.1. Introduction of visitors

No Visitors present

Fred Glick was introduced to the Board and staff members. He is the newest Landscape Architect Board member. Fred is currently the Director of Planning Services for Core Design, Inc. in Bellevue Washington. He is a landscape architect and urban designer specializing in the planning and design of often complex projects requiring sensitive treatment in order to fit into an existing community. Fred has over 30 years practicing urban design, landscape architecture and planning in Washington, Oregon and California. His work experience includes light rail transit corridor planning and design, urban design, site analysis, site and land planning, community design, landscape architecture,

environmental analysis, waterfront planning and design, parks and recreation facility design and resource use master planning.

1.2. Order of Agenda

Agenda item 10.1 was moved to 1.1 to introduce the new Board member, Fred Glick.

MOTION: Mr. Haase moved and Mr. Yap seconded to adopt the agenda with changes. A vote was taken and the motion passed.

1.3. Approval of Minutes, February 8, 2007 Meeting

MOTION: Mr. Yap moved to accept the minutes as written.

The minutes were not formally accepted due to lack of members present. This is a result of recent board member changes.

1.4. Review of Communications

No Business

2. Hearings/Rule Adoptions/BAP Appeals/Public Presentations

The Board met with the University of Washington Landscape Architect students . Their discussion included issues of licensing, qualifications, examination and CLARB relationships. The Board was very impressed with both the turnout and the questions asked by the students.

CLOSED / EXECUTIVE SESSION

3. Complaints / Investigations

3.1. Case files for review

Case #2006-10-1300-0

4. Legal Issues and / or Deliberation

No Business

OPEN SESSION

5. Disciplinary and Investigation Items

5.1. Case files for review

Case #2006-10-1300-00LAN. Case Manager Haase summarized the case of alleged unlawful use of the title Landscape Architect: the respondent is a landscape designer whose business name was listed in the phone directory under the Landscape Architect section by the phone company. Further review of the respondent's advertising shows no evidence the respondent held herself as a landscape architect. The respondent also submitted a letter to the Board stating if they require landscape architecture, the company subcontracts with a licensee and they haven't purchased phone directory advertising since 2005.

Mr. Haase recommended this case be closed with no further action for lack of violation.

MOTION: Mr. Sherry moved to accept the recommendation of the case manager to close case # 2006-10-1300-00LAN with no further action. Mr. Glick seconded and a vote was taken. Motion passed.

Case #2006-10-1301-LAN. Case Manager Haase summarized the case of alleged unlawful use of the title Landscape Architect: the respondent owns a landscaping business whose company name was listed in the phone directory under the Landscape Architect section by the phone company. Upon anonymous call to the business, the respondent said he does not provide landscape architecture nor does he use the title landscape architect. He responded to a letter sent from the Board by requesting the phone company remove his business from the Landscape Architect Category.

Mr. Haase recommended this case be closed with no further action for lack of violation

MOTION: Mr. Yap moved to accept the recommendation of the case manager to close case # 2006-10-1300-00LAN with no further action. Mr. Glick seconded and a vote was taken. Motion passed.

6. Assistant Attorney General's Report

6.1. AAG Presentation: Open Public Meetings

Ms. Lantz gave a presentation about the Open Public Meetings Act. The Board must conduct its business in an open manner with the opportunity for the public to attend. A quorum is required for any board action, and email conversation can be considered a meeting if the majority of members participate in the exchange. The board, as a whole, will discuss actions to be taken at national meetings, and to the extent practicable, provide clear direction to delegates to act on the board's behalf.

Ms. Lantz also talked about publishing meeting notices for regular and special meetings, meeting attendance by the public, publication of minutes and executive sessions.

7. Committee Reports

7.1. Legislative Committee

8. Board Administrator's Report

8.1. Board Operations

8.1.1. Statistics – Professions Status Report

A Professions Status Report was provided in the Board meeting packets.

8.1.2. Licensing trends

A graph was provided to the Board to illustrate the Landscape Architect licensing trends.

8.2. Administrative Matters/Legislation

The Landscape Architect Practice Act bill did not make it out of its originating house this year in legislation. We can expect to see it again next year. Future drafts should define practice and keep the focus on the definition not on people or exemptions.

SHB 1574, modifying the Uniform Regulation of Business and Professions Act (URBP) has been passed by the legislature. Changes to the Act will be made available once the Governor signs the bill into law.

8.3. Business and Professions Division

No Business

8.4. Department of Licensing

No Business

8.5. Financial Report

Board staff provided an updated financial report in the Board meeting packets.

8.6. Board / Staff Travel

Board staff will plan for the Annual CLARB Meeting travel prior to the next meeting on August 23, 2007.

8.7. Review of applications approved for licensure

A report was provided to show those Landscape Architects recently licensed through exam and reciprocity.

8.8. Other items

9. Old Business

9.1. Board Vacancy Recruitment Update

Fred Glick was added to the Board as the newest Landscape Architect member. The Governor's office has yet to fill the public member vacancy on the Board.

9.2. CLARB Spring Meeting Report

Mr. Sherry and Mr. Vincent attended the Spring CLARB Meeting in February. Mr. Sherry reported that it was a great meeting and he was very impressed with the changes at CLARB. The CLARB website has been updated and is more user friendly and they are hiring great representation with people like former Board member, Shane DeWald, now serving as the Region 5 Director.

10. New Business

10.1. Introduction of Fred Glick, new Board Member

Mr. Glick was introduced under agenda item 1.1.

10.2. Stamp/Seal use

Guidance for use of the seal is only found in statute and is very brief. Staff proposed the Board draft a rule governing design and use of the landscape architect stamp and seal. This language would provide structure and guidance to licensees regarding the appropriate use.

Staff will prepare a draft and send it out for board review. If the language is accepted, staff will start the process to make rule changes through the Code Reviser's office. Part of this process includes opportunity for public feedback on the rule changes through a comment period and later through public hearings. The board may modify the language based on the public comment prior to the formal adoption.

10.3. Licensee Professional Conduct

Handouts were provided to the Board members to show the Rules of Conduct for the Architects, Geologist, and Engineers as examples. The recommendation by staff is that the Landscape Architect Board writes a WAC to outline their rules for professional conduct. Two items to be outlined would be:

1. unlicensed – calling themselves Landscape Architects
2. licensed – practice health, safety, and welfare focus

Staff will look for CLARB's Model rules to send to the Board members as a reference.

Board Assignment: Board members should be prepared to give feedback and suggestions at our next discussion on this topic.

10.4. Election of Officers

MOTION: Mr. Yap moved to keep the officers as is for now and maintain the status quo. Mr. Haase seconded and a vote was taken. Motion passed.

10.5. Review of "Guidelines for Officials" publication

Tabled

11. Other Business

11.1. Review of master action item list

A Board Assignment list was included for the Board members to review.

11.2. Action items from this meeting

Action items from this meeting will be added to the Board Assignment list.

11.3. Agenda items for next meeting

11.3.1. Planning - AAG Presentation: Disciplinary Workshop

Staff will forward the disciplinary flow chart to all Board members.

11.4. Any other business

Newsletter update: Deadline for submission of articles is May 21, 2007 and the target date for distribution is mid July.

Articles to be completed:

Message from the Chair
Legislation Update
New Board Member profile
CLARB update
Summary of disciplinary matters
Statistics
Recent Licenses issued
Public Board member vacancy

12. Adjournment

Meeting was adjourned at 2:22 p.m.